Declassified in Part - Sanitized Copy Approved for Release 2012/04/23 : CIA-RDP10-01569R000100070009-5

FILE CONTROL SHEET

23 April 1947
DATE

SUBJECT: Functions of Documents Branch, O/O

INDEXED: 23 April

IS ACTION COMPLETE: Yes

IF FOLLOW-UP IS NECESSARY,
HAS NOTE BEEN PLACED IN
SUSPENSE FILE: _____

Declassified in Part - Sanitized Copy Approved for Release 2012/04/23 : CIA-RDP10-01569R000100070009-5

Declassified in Part - Sanitized Copy Approved for Release 2012/04/23 : CIA-RDP10-01569R000100070009-5

CONFIDENTIAL

APR 17 1947

MEMORANDUM TO ASSISTANT DIRECTOR FOR OPERATIONS
ASSISTANT DIRECTOR FOR REPORTS AND ESTIMATES
ASSISTANT DIRECTOR FOR SPECIAL OPERATIONS
ASSISTANT DIRECTOR FOR COLLECTION AND DISSEMINATION
CHIEF, IGAPS

Subject: Functions of the Documents Branch, Office of Operations 25X1

1. The first sentence of paragraph 2a, CIG Memorandum dated 31 December 1946, subject: Control and Functions of the Washington Document Center, is amended to read as follows:

"To receive foreign documents (including current foreign periodicals other than the daily press) for cataloguing, summarizing, and translation."

2. The Documents Branch, Office of Operations, is authorized to expand its operations within its functional responsibilities and current personnel authorizations to include the abstracting of current foreign periodicals, exclusive of the daily press, to the extent only that such activities will not curtail its current or future requirements for processing documents other than foreign periodicals.

3. In determining the extent to which the additional function may be performed, consideration will be given to the increased requirements through the currently planned addition of responsibilities for the [redacted] 25X1
and the Special Documents Section now operated by the War Department.

4. Office of Operations will arrange for close coordination with the Offices of Collection and Dissemination and Reports and Estimates in connection with the acquisition of and requirements for abstracting from foreign periodicals.

5. Initially the abstracting of foreign periodicals will be restricted to those pertaining to the USSR and Far Eastern countries. Expansion of this activity to include other areas will be recommended to IGAPS when considered appropriate by the Assistant Director for Operations.

6. No funds shall be requested for the acquisition of foreign periodicals until all other possible sources, including the Library of Congress, shall have been exhausted.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

[redacted] 25X1
SHERFIELD EDWARDS
COLONEL F.A.
ASSISTANT EXECUTIVE DIRECTOR

cc: Exec for P&A

R

CONFIDENTIAL

Declassified in Part - Sanitized Copy Approved for Release 2012/04/23 : CIA-RDP10-01569R000100070009-5